

DEPARTMENT OF TRANSPORTATION
URBAN MASS TRANSPORTATION ADMINISTRATION
CHARTER
TRANSIT INDUSTRY TECHNOLOGY DEVELOPMENT
ADVISORY COMMITTEE

- I. **This Charter** establishes a Federal Advisory Committee for the Secretary of the Department of Transportation (DOT) and the Administrator of the Urban Mass Transportation Administration (UMTA) to seek advice on the development of transit technology. The guidelines for the Committee's operations are set in accordance with the Federal Advisory Committee Act, 5 U.S.C. App. I, and DOT regulations on Federal Advisory Committees, 49 CFR Part 95.
- II. **SPONSOR AND OFFICE PROVIDING SUPPORT SERVICES** UMTA will be the sponsor. Support services will be provided by the UMTA Office of Technical Assistance and Safety and Office of the Chief Counsel.
- III. **SCOPE AND OBJECTIVES.**
- (a) The primary goal of the UMTA Technology Development Program will be to introduce new technology into the transit industry, and thereby assist in making the transit industry more cost effective.
 - (b) The secondary goal is to increase the competitiveness of the domestic manufacturing industry in the U.S. and abroad.
 - (c) The Committee will advise the Secretary of DOT and the Administrator of UMTA on appropriate areas for technology development, including the testing and demonstration of such innovations. This advice will be developed in cooperation with transit suppliers, manufacturers, and operators, as well as academic and consumer representatives with an interest in transit.
 - (d) In addition, the Committee will recommend guidelines for selecting technologies and for developing cost sharing strategies with the private sector consistent with available or projected UMTA program funding levels for transit research, development, and demonstration projects.

CM: DEC 10 1981 aj

- (e) This advice will be used by **UMTA and DOT** in formulating their overall technical assistance and technology program plans and strategies for advancing technology, and reducing or stabilizing the costs of initiating, modernizing or operating transit service.
- (f) The Committee shall act solely in an advisory capacity to **UMTA** and DOT, and shall neither exercise any program management responsibility nor make decisions directly affecting the matters on which it provides advice.

IV. **DUTIES.**

Consistent with the scope and objectives described in Section III of this Charter, the Committee is authorized to:

- (a) Assist **UMTA** and DOT in identifying priority technology development areas:
- (b) Assist **UMTA** and DOT in establishing guidelines for project development, project cost sharing, and project execution;
- (c) Review relevant legislation for potential applicability in assisting UMTA in determining future technology activities: and
- (d) Provide a forum for discussion of key issues relating to new technology deployment and overcoming traditional barriers to innovation.

V. **MEMBERSHIP.**

- (a) The Committee will consist of thirty to thirty-five organizations designated by the Administrator of **UMTA** after consultation with the Secretary, including bus and rail system suppliers and manufacturers, bus and rail operators, academic institutions, trade associations and a consumer representative.
- (b) The legislation requires that a majority of the Committee be suppliers. However, other major segments of the transit industry will be represented, i.e., transit operators, academic institutions, etc.

- VI. **CHAIRPERSON.** Chairperson will be appointed by the UMTA Administrator.
- VII. **MEETINGS.**
- (a) **The Committee**, and any subcommittee(s), will meet and terminate at the call of the UMTA Administrator. UMTA will prepare the meeting agenda.
 - (b) Each committee and subcommittee meeting will be open to the public. A notice of each meeting will be published in the Federal Register at least fifteen **days** in advance of the meeting. Shorter notice is **permissible** in **cases of** emergency, but the reason for the emergency must be reported in the notice.
 - (c) Detailed **minutes** of **each** meeting will be kept and their **accuracy** certified to by the Committee **Chairperson**. The minutes will include the time and place of the meeting, a record of the **persons** present, a complete **summary** of matters discussed and **conclusions** reached, if any, by the Committee or any subcommittee.
- VIII. **COMPENSATION FOR NON-GOVERNMENT MEMBERS.** Non-Federal government members serve without **compensation**, but may be reimbursed for expenses.
- IX. **ESTIMATED ANNUAL COST TO THE GOVERNMENT.** Some cost to the government is anticipated. However, subject to the authorization and availability of funding, should costs be incurred, in no event will those costs exceed \$50,000 and one quarter person years of government staff time, which is the ceiling for this Committee. No Federal staff positions are being allocated to the Committee on a full-time basis.
- X. **PUBLIC INTEREST.** Participation and use of the Committee is determined to be in the public interest in connection with the performance of duties imposed on DOT by law.
- XI. **EFFECTIVE DATE.** This charter is effective fifteen days after publication in the Federal Register. Effective date is December 7, 1991.